

MINUTES
of the
WAUKESHA COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT BOARD
February 12, 2014

The 283rd meeting of the Waukesha County Community Development Block Grant Board was called to order by Chairman Gilbert Yerke at 3:17 p.m. on Wednesday, February 12, 2014 in room G-55 of the Waukesha County Administration Center located at 515 W. Moreland Blvd. in Waukesha, Wisconsin 53188.

Members Present: Scott Allen, Michele DeYoe, Joan Francoeur, Fred Muenkel, Larry Nelson, Kathleen Novack, and Stephen Welch

Excused Absence: Michael Stivorice, Robyn Turtenwald, and Lillie Wilson

Staff Present: Kristin Silva and Diane Delury

Guests: William Zamborowski, Waukesha County Supervisor,
Nancy Mojica, Kim Haines and Shirlene Hazelberg, Waukesha County,
Darryl Enriquez, Waukesha Freeman

- I. The meeting was called to order by the Chairman Gilbert Yerke at 3:17 p.m. with a quorum of the Board present.
- II. On a motion by Michele DeYoe and seconded by Larry Nelson, the minutes from the January 8, 2014 meeting were unanimously approved.
- III. No Public Comments were heard.

Kristin Silva introduced Diane Delury to the Board. Kristin indicated that Diane will be taking the minutes for the Board meetings and that she currently works with the Community Development Block Grant Department as well as with the County Executive's Office. Kristin is currently in the process of interviewing and hiring a new full-time Fiscal Specialist and a part-time Senior Administrative Specialist.

- IV. Discussion was held regarding New Berlin Senior Taxi's use of their 2013 funds. New Berlin Senior Taxi had purchased a van from the County in 2012, although they were not funded in 2012, only funded in 2013. Kristin mentioned that the 2013 CDBG funds could not be used towards the 2012 purchase expense of the van but as an option can extend their purchase to 2014, but they declined this option. New Berlin Senior Taxi prefers to use the 2013 CDBG funds for operating expenses in 2013 rather than purchase of a vehicle as the contract states. On a motion by Larry Nelson and seconded by Joan Francoeur, the Board approved New Berlin Senior Taxi's 2013 CDBG funds can be used for operating expenses instead of the purchase of a vehicle.

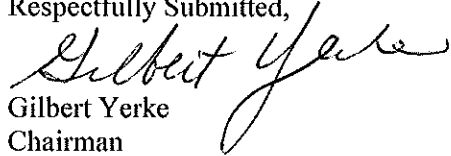
A short break was taken to acknowledge Nancy Mojica, previous Program Assistant to the Community Development Block Grant Program. The Board appreciated her work over the years, presented her with a gift and wished her well in her new position with the County in the Department of Administration.

- V. The 2015 CDBG Application Process and Schedule update was given by Kristin Silva. Kristin indicated that the dates have been set in order to comply with the County Board meeting in August and the November 15, 2014 Annual Action Plan to HUD deadline. The 2014 CDBG Application will be released on March 3, 2014 and will be due by April 1, 2014. Application assistance meeting will be held on March 6, 2014 and CDBG Board application review meetings will be held on May 14 and May 15 from 1-5 pm.

The Board asked the status on hiring a consultant regarding the Consolidated Plan. Kristin had indicated that the selection process for a consultant will be done through an RFP, and she would be part of the decision process. Kristin indicated that a consultant is required for public process, which is extensive, and in getting a statistical analysis of the four counties. It was recommended by HUD that someone help guide the process.

- VI. On a motion by Michele DeYoe and seconded by Kathleen Novack, the meeting adjourned at 3:44 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Gilbert Yerke".

Gilbert Yerke
Chairman